

## ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. IE-2/367(8)/2011 - IED.



O/o the VC & MD,  
Bus Bhavan, Hyd – 500624.

### **CIRCULAR No. 07/2011 – IED, Dated:16.08.2011**

**Sub: INCENTIVE SCHEME** – Revision of Incentive scheme, applicable to Crew, for operating **Special Services** – Circular Instructions issued – Reg.

**Ref:** 1. Circular No. 15/2006 - IED, dated: 18.10.2006.  
2. Circular No. 23/2010 - IED, dated: 26.11.2010.

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#### **1. INTRODUCTION:**

Vide circular reference at 1, an incentive scheme was introduced allowing the crew operating special services with more than the normal fare in one of its trip in accordance with the circular instructions issued by OPD, which was valid for a period of one year initially. Subsequently the validity of the scheme is extended time to time.

#### **2. DEFINITION OF SPECIAL SERVICES UNDER THIS SCHEME :**

The following will be designated as special services for the purpose of this incentive scheme:

- i. Services operated to clear the traffic demand in Bus Stations during festival days / holidays.
- ii. Services operated to clear the sudden spurt in traffic demand arising at Bus Stations, due to various unforeseen reasons.
- iii. Services operated to clear the traffic during un-expected incidents and calamities like floods, road breaches, train accidents etc.
- iv. Special operations with scheduled services duly diverting its scheduled route course on demand at Bus stations, by diverting the complete scheduled service or part of it duly canceling any of the scheduled trips/KMs.

### 3. Limitation of the Scheme:

This scheme is applicable for the special type of operations, specified at the clause nos (i) to (iv) of item no.2 for all types of vehicles (Except Garuda / Garuda Plus), only when operated with more than its normal Express / Deluxe / Super Luxury fares, as the case may be, in one of the trips (either up or down trip) in accordance with the circular instructions issued by OPD.

### 4. METHODOLOGY OF PAYMENT OF INCENTIVE FOR SPECIAL SERVICES:

The payment of incentive on earning parameter to the crew who operate the special services shall be as follows:

(a) Incentive amount to be paid for the special trips operated with more than the normal fare is as follows:

When a trip is operated with more than one driver with TIM (or) Single Driver with a Conductor without a TIM, (or) single driver with TIM, the incentive amount is fixed as Rs.20/- for each of the crew member operating the service.

(b) Incentive amount to be paid for the trip operated with normal fare:

A fixed rate of incentive per KM is allowed for the trip operated with normal fare “Linking to OR and volume of operation” to the crew on earning parameter. The OR factor of the depot shall be considered, to calculate the OR of the service in normal fare trip to pay incentive. The rates of incentive in Ps. Per KM on various level of OR achieved and as follows:

S No.	OR( in%)	Eligible Incentive
1	Upto 40	08 Ps. Per KM
2	Above 40 to 45	10 Ps. Per KM
3	Above 45 to 50	15 Ps. Per KM
4	Above 50 to 55	21Ps Per KM
5	Above 55 to 60	28 Ps. Per KM
6	Above 60 to 65	36 Ps. Per KM
7	Above 65	45 Ps. Per KM

- 5. TREATMENT OF KILOMETERS ON SPECIAL SERVICES OPERATION:**
- I. When a special service is operated by a spare vehicle, the Kilometers shall be shown as extra and shall not be considered to offset any or part of the cancelled kilometers of the depot.
  - II. In case of partial cancellation of scheduled services to operate as special services, the cancellation of kilometers of the schedule service, deviated for the operation of the vehicle as special services, approval of the Regional Manager concerned has to be obtained to exclude the cancelled KMs. After obtaining the permission of the Regional Manager, these cancelled kilometers can be excluded to calculate percentage of cancellation. If the same is not obtained, these cancelled kilometers shall be included for the purpose of calculating percentage of cancellation of depot.
- 6. CONDITIONS FOR PAYMENT OF INCENTIVE:**
- a. The crew operating special services shall be paid incentive on the spot and there will not be any incentive at the month end on earning parameter.
  - b. If a service is operated with single driver with TIM, the incentive amount earned on earning parameter by the driver alone is allowed in addition to the TIM incentive and TIM handling allowances, in accordance with clause no.5 of circular No.23/2010-IED, dated: 26-11-2010. The illustration is given at Annexure -1.
  - c. If a service is operated with single driver and single conductor, the incentive amount earned by the crew on earning parameter shall as per illustration at Annexure -2.
  - d. If a service is operated with more than one driver with conductor, the incentive amount earned by the crew on earning parameter shall be shared equally among the crew members as per the illustration at Annexure -3.
  - e. If a service is operated with more than one driver with TIM, the incentive amount earned by the drivers on earning parameter shall be paid as the illustration at Annexure -4, in addition to the TIM incentive and TIM handling allowances, in accordance with clause no.5 of circular No.23/2010-IED, dated: 26-11-2010.

- f. No incentive shall be paid to the crew members on the actual schedule, if a part of the scheduled trip / trips or Kilometers are cancelled due to deviation for operating such a schedule as a special service. However, the payment of incentive for the deviated trip on demand at bus station shall be paid to the crew as per the illustration at Annexure -5.
- g. The special services operated with lower grade than Express, no incentive can be paid under this scheme.

The Computers Department shall prepare and supply necessary software for this scheme to implement through the DOLTAS Module.

**7. VALIDITY OF THIS SCHEME:**

These circular instructions will come into force with effect from 01.09.2011 and is valid for a period of **TWO YEARS**.

This Circular has the approval of Vice Chairman & Managing Director with the Concurrence of FA.

  
EXECUTIVE DIRECTOR (E & IT)

**Copy to:** Secy. to Chairman for kind information please.

PS to VC & MD for kind information please.

Director (V & S), All EDs/FA/CAO/ED (Zones),

All RMs / HODs,

All DY.CTMs/DVMs/DY.CMEs/DY.CAOs/DY.CAO (TA&I) 20 copies/

Principals of ZSTCs/Principal T.A (HPT)

Dy.CME (SM-IT)/AME (M-IT)/ATM (M-IT) for necessary action

Training Officer MDs office for inclusion in monthly index.

All DMs / AOs / A.G. Audit, RTC Branch, Hyd.

The General Secretary, APSRTC, NMU, Vidyanagar, Hyd.

The Secretary General, APSRTC, E.U, Hyd.

The General Secretary, APSRTC, SWF, H.No. 01-07-130/5, Risala

Khursheed Jahi, Zamistanpur, Hyderabad.

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## ILLUSTRATIONS:

### Annexure-1

#### (Service operated with single TIM Driver)

01. Name of the depot	: GNT-1
02. Route of special service	: GNT-HYD
03. Type of service	: Super Luxury
04. OR Factor of depot i.e., EPK at 100% OR	: ` 28/-
05. Route length (Via MLG)	: 290 KMs
06. Route length (via VJA)	: 302 KMs
07. Earning Realized in Special Trip (via MLG) (Excluding Toll Plaza)	: ` 10980/-
08. Earning realized in normal fare trip (via VJA) (Excluding Toll Plaza)	: ` 5620/-
09. EPK realized in normal trip (5620/302)	: ` 18.61
10. OR achieved in normal trip (18.61X100/28.00)	: 66.46%
11. Incentive to driver for Special trip @ ` 20	: ` 20.00 ---A
12. Incentive to driver for normal fare trip @ 45 Ps/KM = 302 X 45/100	: ` 135.90 --B

**Total incentive payable to TIM Driver = A+B= ` 20.00 + ` 135.90 = ` 155.90**

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### Annexure-2

#### (Service operated with single driver and conductor)

01. Name of the depot	: GNT-1
02. Route of special service	: GNT-HYD
03. Type of service	: Super Luxury
04. OR Factor of depot i.e., EPK at 100% OR	: ` 28/-
05. Route length (Via MLG)	: 290 KMs
06. Route length (via VJA)	: 302 KMs
07. Earning Realized in Special Trip (via MLG) (Excluding Toll Plaza)	: ` 10980/-
08. Earning realized in normal fare trip (via VJA)(Excluding Toll Plaza)	: ` 5412/-
09. EPK realized in normal trip (5412/302)	: ` 17.92
10. OR achieved in normal trip (17.92X100/28.00)	: 64%
11. Incentive to crew for Special trip @ ` 20	: ` 20.00 ----- A
12. Incentive to crew for normal fare trip @36Ps/KM = 302 X 36/ 100	: ` 108.72 ----- B
13. Total incentive payable to each crew member = A+B= ` 20.00 + ` 108.72 = ` 128.72	

**Total incentive to each crew member ` 128.72**

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### Annexure-3

#### (Service operated with double drivers and one conductor)

01. Name of the depot	: VSP
02. Route of special service	: VSP-HYD
03. Type of service	: Super Luxury
04. OR Factor of depot i.e., EPK at 100% OR	: ` 25/-
05. Route length (via VJA)	: 639 KM s
06. Earning Realized in Special Trip (Excluding Toll Plaza)	: ` 23483/-
07. Earning realized in normal fare trip (Excluding Toll Plaza)	: ` 9745/-
08. EPK realized in normal trip (9745/639)	: ` 15.25
09. OR achieved in normal trip (15.25X100/25.00)	: 61%
10. Incentive to crew for Special trip @ ` 20	: ` 20.00 ----- <b>A</b>
11. Incentive to crew for normal fare trip @ 36 Ps/KM = 639 X 36/ 100 = ` 230.04 -----	<b>B</b>
12. Total incentive payable to crew = <b>A+B</b> = ` 20.00 + ` 230.04 = ` 250.04 -----	<b>C</b>

**Total incentive to each crew member = (C X 2)/ 3 = ` (250.04 X 2) / 3= ` 166.69**

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### Annexure-4

#### (Service operated with double TIM drivers)

01. Name of the depot	: VSP
02. Route of special service	: VSP-HYD
03. Type of service	: Super Luxury
04. OR Factor of depot i.e., EPK at 100% OR	: ` 25/-
05. Route length (via VJA)	: 639 KM s
06. Earning Realized in Special Trip (Excluding Toll Plaza)	: ` 23483/-
07. Earning realized in normal fare trip (Excluding Toll Plaza)	: ` 11500/-
08. EPK realized in normal trip (11500/639)	: ` 18.00
09. OR achieved in normal trip (18.00X100/25.00)	: 72.00%
10. Incentive to each crew for Special trip @ ` 20	: ` 20.00 ----- <b>A</b>
11. Incentive to each crew for normal fare trip @ 45 Ps/KM = 639 X 45/ 100 = ` 287.55 --	<b>B</b>
12. Total incentive payable to drivers = <b>A+B</b> = ` 20.00 + ` 287.55 = ` 307.55 -----	<b>C</b>

**Total incentive to each driver on service earnings = C = ` 307.55**

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**(Service operated with single driver and conductor and part cancellation)**

01. Name of the depot	: NLG
02. Route of special service	: NLG-HYD
03. Type of service	: Super Luxury
04. OR Factor of depot i.e., EPK at 100% OR	: ` 25/-
05. Route length (NLG-HYD Regular Schedule)	: 110 KM s
Regular Schedule is partly cancelled and diverted to VJA Special Service from MGBS	
06. Route length (Special Trip HYD- VJA)	: 269 KM s
07. Route length (Normal Fare Trip VJA-NLG)	: 190 KM s
08. Earning realized in Regular Schedule trip (NLG -HYD)	: ` 2420/-
09. Earning Realized in Special Trip (HYD- VJA) (Excluding Toll Plaza)	: ` 10088/-
10. Earning realized in normal fare trip (VJA-NLG)	: ` 3040/-
11. EPK realized in normal trip (3040/190)	: ` 16.00
12. OR achieved in normal trip (16.00X100 /25.00)	: 64 %
13. Incentive to crew for Special trip @ ` 20/-	: ` 20.00 ----- <b>A</b>
14. Incentive to crew for normal fare trip @ 36 Ps/KM = 190 X 36/100 = ` 68.40 -----	<b>B</b>
15. Total incentive payable to each crew member = <b>A+B</b> = ` 20.00 + ` 68.40 = ` 88.40	

**Total incentive to each crew member = ` 88.40**

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